

**Boardman Park & Recreation District
Board Meeting Minutes
Tuesday, September 28, 2021 @ 6:00 pm
Pool & Recreation Center Tour @ 5:00pm
Held at Boardman Park & Recreation District Main Office (Available on ZOOM)**

Attendance: In Person: Board Members- David Boor, George Shimer, Krista Price, Norma Ayala, John Christy; Staff: Ted Lieurance, Shelby Percy, Scott Green; Guests: Jason Joines, Luis Campos; By ZOOM: NONE

Regular Meeting was called to order at 6:00 pm.

Krista Price asked if there were any changes recommended for the agenda. Shelby Percy requested that Employee Benefits and Campground Rates be added to the agenda. David Boor made a motion that the agenda be approved with the requested changes. George Shimer seconded that motion. Krista Price asked for a vote – approval was passed unanimously.

Krista Price asked the guests present to introduce themselves and asked for comments.

- Jason Joines with Pirate Youth Basketball Club.
 - Requested gym use for youth basketball. Monday-Thursday from 5p-7:30pm or closing time. 1 court. December 1, 2021 – February 28, 2022. Stated facility use form has been turned into to Scott Green.
 - Scott Green asked the board if the Rec Center was going to be a part of the new facility use program for youth sports.
 - John Christy and David Boor agreed that the Rec Center should be used as part of the youth sports facility use and coordination.
 - Norma Ayala asked about how it would work if another sport wanted to use the gym during the time already set aside for another group. Scott Green stated he would need to see the facility use form for the other program to see how the program could accommodate.

Shelby Percy presented the August 24, 2021, Board Meeting Minutes. Norma Ayala made a motion to approve the minutes as presented. George Shimer seconded that motion. Krista Price asked for discussion. No comments. Krista Price asked for vote – approval was passed unanimously.

Shelby Percy presented the July 2021 financial report:

- Boat Dock loan payment - \$824.04 still due with 1 annual moorage still outstanding of \$1200.00 – Ted Lieurance has contacted customer.
- Norma Ayala asked about the increase in dues & fees and the advertising fees. Shelby Percy stated the dues and fees was more membership fees and the advertising was due to the Good Sam Advertising. She also asked how long ago the Good Sam Advertising was started. Ted Lieurance stated that this advertising was started over 20 years ago. George Shimer asked if we are getting our monies worth from this advertising.
- Shelby Percy stated the loss on the Rec Center was due to the Funtastic Kidz and Teen Summer programs, which the School District was billed \$123,000 for these expenditures.
- George Shimer made a motion that the financials be approved as presented. Norma Ayala seconded that motion. Krista Price asked for discussion. No comments. Krista Price asked for a vote – approval was passed unanimously.

Old Business:

- Phones & Internet:
 - Shelby Percy reports that Windwave had completed the installation of the fiber optic lines for both the Rec Center and the Park and Jive has been setup as our new phone service provider. Ted Lieurance stated that as far as the District knew, Windwave had dug the trench and installed the fiber without the approval from the Corp of Engineers and that may be an issue down the road.
- District Policies:
 - Ted Lieurance stated that this will be a winter project.
 - Krista Price mentioned that Kathy Moore was willing to consult with the district for grant writing, policies, government procedure, etc.
- Irrigation GPS Update:

- Ted Lieurance stated that this will be a winter project.
- Youth Sports Update:
 - Scott Green reported he had a meeting with Torrie Griggs and David Norton of the BCDA. They stated the BCDA wants to cover all youth sports fees for Boardman Youth 6th grade and below and has organized a meeting with BCDA, BPRD staff, youth sport organizers, and HS coaches to discuss this partnership going forward.
 - Scott Green also stated Tessa Carroll had been looking into software options to help with the management of registrations and facility coordination. She recommended going with TeamSideline, a program that LaGrande and Hermiston use and highly recommend. Cost is \$499 per year. Shelby Percy stated that this program also came with a per transaction fee and credit card processing fees if we were to take payment with this program.
 - Norma Ayala asked if the program was mobile friendly to view field use. Scott Green stated that he wasn't sure and would check into it.
 - Scott Green also spoke about the District's liability insurance coverage and that it only covers 3rd party damages and will not coverage player or volunteer injury.

New Business:

- District Manager – Ted Lieurance:
 - Ted Lieurance submitted his letter of resignation to retire on June 30, 2022. Last working day to be mid to end of May 2022 depending on vacation days left.
 - David Boor made a motion to accept the letter of resignation. John Christy seconded that motion. Krista Price asked for comments. Krista Price asked for a vote – George Shimer – Nay, John Christy – Yay, Norma Ayala – Yay, David Boor – Yay, Krista Price – Yay.
 - David Boor asked if a consultation agreement could be made prior to Ted Lieurance's departure. Ted Lieurance stated that he would be available for phone consultation.
 - Krista Price stated she would like to see the position opened in January 2022.
 - Shelby Percy requested a work session and communication with the board regarding qualifications the board would be seeking for this position so the position can be posted correctly.
- Discussion on Election of Officers:
 - Krista Price stated she read in the Boardman Fire meeting minutes that it had been to rotate officers yearly. She then recommended rotating officers every year for the Park District, so each board member had the opportunity to serve in all the officer positions.
 - George Shimer disagreed with this recommendation and stated he felt that the person who had been on the board the longest should be the president.
 - David Boor recommended adding a policy regarding elections and changing the election month to address the issue of the president not being re-elected to a board position.
 - Scott Green mentioned that board by-laws would be a solution to address this issue. Krista Price agreed that by laws were needed.
- Disk Golf Landscaping:
 - Norma Ayala asked if the disk golf course could have landscaping added to it to make it more visually appealing. Maybe add astro turf?
 - Ted Lieurance stated due to use restrictions by the Corp of Engineers, the landscaping would need to look as natural as possible and have minimal maintenance as possible. He also stated that most disk golf courses are natural landscaping.

District Report – Ted Lieurance:

- Ted Lieurance reported that there were two potential candidates for the Park/Aquatic Maintenance Supervisor position – one to be offered the position on September 29, 2021.

Recreation Report – Scott Green:

- Scott Green reported that the Rec Center will be moving all reoccurring payments over to ACH payments only.
- David Boor asked if the urinals in the men's locker room had been fixed. Scott Green stated that they were on his list to get fixed.

Other Business:

- Employee Benefits:
 - Shelby Percy and Ted Lieurance stated that the current employee benefits offered by the district was proving to be an issue for attracting key personnel and recommended that the board revisit this subject.

- Krista Price stated she wanted to see comparatives from other organizations (both private and public) that are similar in size to the district and that this would need to be discussed in a work session outside of a regular meeting.
- Campground Rates:
 - Ted Lieurance stated that he would like to raise our monthly campground rates to \$600 per month starting December 1, 2021, and raise the daily rate to \$51 per day and the overflow rates to \$35 per day starting January 1, 2022.
 - George Shimer made a motion to raise the campground rates as recommended. Norma Ayala seconded that motion. Krista Price asked for comment. Krista Price asked for a vote – vote was passed unanimously.

Regular meeting adjourned at 7:28pm to open executive session according to ORS 192.660(2)(i) Review & evaluate employment related performance of employees.

Regular meeting reopened at 7:54pm to discuss New Business item District Manager – Ted Lieurance.

George Shimer made a motion that the meeting be adjourned.

Meeting was adjourned at 7:58 pm.

Respectfully Submitted, _____
Shelby Percy, Secretary

Approved: Krista Price, Board Chair